

Every Child, Every Day, Whatever It Takes

JRTC & FORT POLK AND VERNON PARISH PUBLIC SCHOOLS

LOCAL ACTION PLAN

April, 2005

MISSION STATEMENT

The Vernon Parish Military Child Education Coalition will work collaboratively with all stakeholders to establish support systems and develop processes that promote smooth transitions and resolve other educational issues related to the military child.

PURPOSE OF LOCAL ACTION PLAN

The purpose of the Local Action Plan is to delineate specific strategies and activities that will support the coalition's efforts in the following areas:

1. promote academic success for all military students;
2. promote parental involvement in the student's educational process;
3. promote effective partnerships to assist in the effective transition of students; and
4. employ effective means of communication.

LOCAL ACTION PLAN GOALS AND OBJECTIVES

CATEGORY: ACADEMIC SUCCESS

GOAL 1: Promote academic success for all military students.

OBJECTIVE 1a: Request a waiver to allow the Vernon Parish School Board to develop its own unique program for academically gifted students.

OBJECTIVE 1b: Increase the number of pre-college programs to enhance the academic opportunities for high potential students.

OBJECTIVE 1c: Acquire funding for a public preschool program (LA4) to provide an opportunity for all children to attend public preschool.

LOCAL ACTION PLAN GOALS AND OBJECTIVES

CATEGORY: PARENTAL INVOLVEMENT

GOAL 2: Promote parental involvement in the military student's educational process.

OBJECTIVE 2a: Assist in the implementation of the policy regarding parent volunteers to increase parental participation.

OBJECTIVE 2b: Implement procedures parish-wide regarding documenting volunteer hours for military personnel.

OBJECTIVE 2c: Integrate the Unit Sponsorship Program into school activities to increase interaction and communication with the military personnel.

LOCAL ACTION PLAN GOALS AND OBJECTIVES

CATEGORY: TRANSITION OF STUDENTS

GOAL 3: Promote effective partnership to assist in the effective transition of students.

OBJECTIVE 3a: Request a waiver to allow Vernon Parish School District to develop its own unique program for academically gifted students.

OBJECTIVE 3b: Implement a school level transitional policy to assist families.

LOCAL ACTION PLAN GOALS AND OBJECTIVES

CATEGORY: COMMUNICATION

GOAL 4: Employ effective means of communication.

OBJECTIVE 4a: Upgrade and maintain the Vernon Parish School Board website and the websites for all schools.

OBJECTIVE 4b: Support Fort Polk in enhancing the perception of Vernon Parish Schools through positive marketing of course framework, extracurricular activities and School Performance Scores.

OBJECTIVE 4c: Develop and implement the Interactive Counseling Center (ICC) and Student 2 Student (S2S) programs at Leesville and Pickering High Schools.

OBJECTIVE 4d: Support open communication between the Vernon Parish School Board and Fort Polk through the Fort Polk Liaison and ex-officio member of the board.

Vernon-Fort Polk Local Action Plan

Category: Academic Success

Goal 1: Promote academic success for all military children.

Objective 1a: Request a waiver to allow the Vernon Parish School Board to develop its own unique program for academically gifted students.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
1. Draft a letter to State Superintendent Cecil Picard and BESE requesting a waiver to allow Vernon Parish to develop a program for gifted students.	<ul style="list-style-type: none"> •BG Barbero, Commanding General, JRTC •Dr. Cynthia Gillespie, Superintendent of Vernon Parish Schools 	Spring 2005	Green	1.1 Provide Vernon Parish School Board with a letter to State Superintendent Cecil Picard and BESE.	Draft letter complete, approved and sent to Mr. Picard (17 May 05).
2. Inform parents and school personnel concerning the need to notify all parties about the gifted policies and procedures when registering.	<ul style="list-style-type: none"> • School Counseling Offices 	Spring 2005	Green	2.1 Supply information to parents in newsletters and on websites. 2.2 Train counselors and administrative staff to emphasize the transition aspect of the registration process.	Form Completed.

Vernon-Fort Polk Local Action Plan

Category: Academic Success

Goal 1: Promote academic success for all military children.

Objective 1b: Increase the number of pre-college programs to enhance the academic opportunities for high school students.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
1. Provide training opportunities for teachers who teach advanced placement and SAT / ACT courses.	•Vernon Parish School System	Summer 2005	Amber	1.1 Provide training for high school teachers who teach advanced placement and SAT / ACT courses.	Schools providing additional advanced placement courses: a. English Literature/ Composition b. Social Studies c. Biology d. Calculus

Vernon-Fort Polk Local Action Plan

Category: Academic Success

Goal 1: Promote academic success for all military children.

Objective 1c: Acquire funding for a public preschool program (LA4) to provide an opportunity for all children to attend public preschool.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
1. Complete grant application requesting funding for the LA4 Initiative	<ul style="list-style-type: none"> •Anne Smith, Vernon Parish Elementary Curriculum Director •Brenda Bealer, Director, Vernon Parish Head Start •Liz Descant, Principal, West Leesville Preschool •Dr Mai, Vernon Parish Supervisor 	Spring 2005	Green	1.1 Vernon Parish School Board personnel wrote a grant for \$1.4 million to add 13 preschool classes in Vernon Parish in the 2005-2006 school year.	Grant Completed / Submitted
2. Provide facilities for 13 new preschool classes in Vernon Parish for 2005-2006 School Year	•Vernon Parish School Board	Spring/Summer 2005	Amber	2.1 Vernon Parish School Board will lease portable buildings to provide necessary facilities at North Polk Elementary, Pickering Elementary and East Leesville Elementary.	Awaiting grant approval

Vernon-Fort Polk Local Action Plan

Category: Parental Involvement

Goal 2: Promote parental involvement in the military student's educational process.

Objective 2a: Assist in the implementation of the policy regarding parent volunteers to increase parental participation.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
1. Develop parental volunteer program	<ul style="list-style-type: none"> •School Liaison Representative •Principals •Fort Polk Volunteer Coordinator 	Fall 1997	Green	1.1 Each school to have a parent involvement component. 1.2 Advertise program through school newsletter. 1.3 Emphasis at school open house and other parent meetings. 1.4 Include military parents on school planning team. 1.5 Recognize parent volunteers through the Volunteer Recognition Program.	Document in Parent Volunteer Handbook
2. Increase family attendance at school events	<ul style="list-style-type: none"> •School Liaison Representative •Principals •JRTC & Fort Polk Commanders 	Fall 2004	Amber	2.1 Release from duty on parent/teacher conference day. 2.2 Market through the <u>Guardian</u> , Channel 4 and the websites. 2.3 Include information in the Youth Sponsorship packet (includes area of interest for youth).	Update information regularly
3. Target uninvolved parents	<ul style="list-style-type: none"> •School Liaison Representative •Vernon Parish School Officials 	Fall 2004	Amber	3.1 Advertise volunteer opportunities each month. 3.2 Include volunteer information at School Liaison Office.	Documentation through flyers, etc. at Community Action Council and Newcomer's Orientation

Vernon-Fort Polk Local Action Plan

Category: Parental Involvement

Goal 2: Promote parental involvement in the military student's educational process.

Objective 2b: Implement procedures parish-wide regarding documenting volunteer hours for military personnel.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
1. Establish procedures for documenting volunteer hours for military personnel.	<ul style="list-style-type: none">•Fort Polk Volunteer Coordinator•School Liaison Officer•Vernon Parish School Officials•Child and Youth Services	Spring 2005	Amber	<ul style="list-style-type: none">1.1 Schools provide documentation of training for volunteers.1.2 Schools record the number of volunteer hours.1.3 School Liaison Representatives deliver monthly volunteer hours to the School Liaison Office.1.4 Child and Youth Services to provide additional necessary training for volunteers.	Volunteer form completed to include documentation of volunteer hours and training.

Vernon-Fort Polk Local Action Plan

Category: Parental Involvement

Goal 2: Promote parental involvement in the military student's educational process.

Objective 2c: Integrate the Unit Sponsorship Program into school activities to increase interaction and communication with military personnel.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
1. Brief Vernon Parish School Board on Adopt-A-School Program.	•JRTC & Fort Polk Garrison Commander	Feb 2005	Green	1.1 Present Adopt-A-School program to the Vernon Parish School Board for approval.	VPSB Briefed on 8 Feb.
2. Require support from the JRTC and Fort Polk Unit Commanders.	•JRTC & Fort Polk Garrison Commander •Unit Commanders	Feb 2005	Green	2.1 BG Barbero and COL A. Wade Woolfrey requested support from unit commanders to contact schools and provide assistance when necessary.	Communication established between units and school via phone calls, letters and confirmation emails.
3. Integrate Unit Sponsorship into school activities.	•Fort Polk POC •Vernon Parish Principals	Spring 2005	Amber	3.1 Mentor/Tutor Students. 3..2 Speak at School Assemblies. 3..3 Conduct Physical Training. 3.4 Assist in various school activities or functions. 3.5 Provide feedback on progress of program. 3..6 Meet quarterly to establish goals.	In-Progress

Vernon-Fort Polk Local Action Plan

Category: Transition of Students

Goal 3: Promote effective partnerships to assist in the effective transition of students.

Objective 3a: Request a waiver to allow our district to develop its own unique program for academically gifted students.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
1. Request waiver from the state to allow Vernon Parish flexibility in meeting the needs of transitioning military students.	<ul style="list-style-type: none">•Vernon Parish Special Education Department•School Guidance Counselors	Spring 2005	Amber	<p>1.1 Vernon Parish Special Education Dept. adjusted its policy regarding the timeline for gifted students entering Vernon Parish schools from 60 days to 15 days.</p> <p>1.2 Implementation of honors program to meet student needs.</p> <p>1.3 Vernon Parish School Board will request from State Superintendent and BESE to develop parish criteria for identification of gifted students.</p>	Draft letter completed, approved and mailed to Mr. Picard (17 May 05).

Vernon-Fort Polk Local Action Plan

Category: Transition of Students

Goal 3: Promote effective partnerships to assist in the effective transition of students.

Objective 3b: Implement a school level transitional policy to assist families.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
1. Develop and/or enhance on-going transition activities.	<ul style="list-style-type: none">•Principals•Counselors•Teachers•Coaches•Club/Organization Sponsors•Fort Polk School Liaison Office•Fort Polk Child and Youth Services Manager	On-going	Amber	1.1 Continue new student welcome programs: a. Conference with counselor b. Activities to ease into new school -school tour -location of classes -introduction to teacher, coaches, sponsors, etc. -cafeteria/lunch buddy -escort to bus c. Orientation packet items such as: -welcome brochure -map of school -student handbook -student planner -organizations/club information -school spirit items d. Welcome events	Student Feedback

Vernon-Fort Polk Local Action Plan

Category: Transition of Students

Goal 3: Promote effective partnerships to assist in the effective transition of students.

Objective 3b: Implement a school level transitional policy to assist families.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
2. Develop and/or enhance transition programs and activities for the beginning of the school year.	•Principals •Counselors	Ongoing	Green	2.1 Continue start of school orientation programs: a. Kindergarten-12 Orientation b. Open House	Agendas Sign-in logs Evidence of Marketing
3. Ensure the new student transition information is available on the Vernon Parish School Board website.	•Technology Director •Principals •School Technology Coordinator	Ongoing	Amber	3.1 Include the following information on the website: a. Calendars b. High School Graduation Requirements c. Curriculum Offering d. Attendance areas for individual schools e. Dress code requirements f. Special programs available g. Testing requirements h. Links to individual school sites i. Link to Fort Polk website j. Link to MCEC website	Parent feedback Student feedback Staff review Information update on website

Vernon-Fort Polk Local Action Plan

Category: Communication

Goal 4: Employ effective means of communication.

Objective 4a: Upgrade and maintain the Vernon Parish School Board Website and websites for all schools.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
1. Develop Vernon Parish websites.	<ul style="list-style-type: none"> •Vernon Parish Technology Director •School •Technology Coordinator •Principals 	Spring 2005 Ongoing	Amber	1.1 Update district website regularly with pertinent school and district information such as: <ul style="list-style-type: none"> a. New student orientation packet b. Available clubs and organizations c. Available transition programs d. Map of school e. School calendar f. School supply list on school sites g. Curriculum requirements h. Graduation requirements/plans i. Dress code requirements with pictures of typical school outfits j. PASS information k. Links to state websites 	Update school and district information regularly
2. Link school district website to Fort Polk website.	•DOIM at Ft. Polk	Spring 2005 Ongoing	Green	2.1 Link school district website to the Fort Polk website	District linked

Vernon-Fort Polk Local Action Plan

Category: Communication

Goal 4: Employ effective means of communication.

Objective 4b: Support Fort Polk in enhancing the perception of Vernon Parish Schools through positive marketing of course framework, extra curricular activities and School Performance Scores.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
1. Provide military families with information regarding schools' curriculum, activities and School Performance Scores.	<ul style="list-style-type: none">•Vernon Parish Technology Director•Principals•School Technology Coordinators•DOIM•PAO	On-going	Amber	<ul style="list-style-type: none">1.1 Link school district website to Fort Polk website.1.2 Update district website regularly with pertinent school and district information.1.3 Market Vernon Parish events and activities through:<ul style="list-style-type: none">a. <u>Guardian</u>b. <u>Leesville Leader</u>c. Websitesd. Channel 4e. Newcomer's Orientationf. Community Action Council (CAC)	<p>District linked.</p> <p>Update school and district information Regularly.</p> <p><u>Guardian</u> <u>Leesville Leader</u> Websites Flyers</p>

Vernon-Fort Polk Local Action Plan

Category: Communication

Goal 4: Employ effective means of communication.

Objective 4c: Develop and implement the Interactive Counseling Center (ICC) and Student 2 Student programs at Leesville and Pickering High Schools.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
1. Establish and maintain the Interactive Counseling Center at Leesville and Pickering High Schools.	<ul style="list-style-type: none"> •Fort Polk School Liaison Office •Military Child Education Coalition • School Counselor 	Ongoing	Green	1.1 Provide virtual communication for transferring students between schools through the ICC.	ICC Log
2. Implement Student 2 Student program at Leesville High School	<ul style="list-style-type: none"> •Principals •Fort Polk School Liaison Office •Military Child Education Coalition •Registrar •Leesville High School Students 	Ongoing	Amber	2.1 Organize and implement a student sponsored organization. 2.2 Provide training for incoming students to the program.	Documentation of Training. Evidence of marketing the program.

Vernon-Fort Polk Local Action Plan

Category: Communication

Goal 4: Employ effective means of communication.

Objective 4d: Support open communication between the Vernon Parish School Board and Fort Polk through the Fort Polk School Liaison Office.

Required Action	Person Responsible	Timeline for Implementation	Status	Description of Strategy (activity, resource and progress)	Evaluation/Review Procedure for this Action
1. Continue promotion of the established partnership between Fort Polk and the Vernon Parish School Board.	<ul style="list-style-type: none"> •Vernon Parish School Board Superintendent •Asst. Superintendent •Principals •Ex-officio Fort Polk school board member •Fort Polk School Liaison Officer •Fort Polk Child and Youth Services Manager 	Ongoing	Green	1.1 The following partnerships will continue throughout the school year: <ul style="list-style-type: none"> a. Adopt-A-School Program b. Parent/Teacher Organizations c. District and school committees d. Ministerial Alliance e. Family Counseling Services f. Exceptional Family Member Program (EFMP) at Fort Polk 	Summary of Events
2. Establish a partnership between the Vernon Parish School Board and Child and Youth Services to provide a youth sponsorship program.	<ul style="list-style-type: none"> •Principals •Asst. Principals •Counselors •Youth Education Support Services •Child & Youth Services Manager 	Fall 2005	Amber	2.1 Representatives from the Vernon Parish School Board and Child & Youth Services to meet and develop a plan to encourage participation in the Youth Sponsorship Program.	Youth Sponsorship Program